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**MINORITY CITIZENS ADVISORY COMMITTEE
Minutes – June 10, 2008**

Attendance

The meeting was called to order at 3:30 p.m. by Vice Chair Randi Kinman. Those in attendance were Vice Chair Randi Kinman, Low Income Representative; Michael Rubiano of Contra Costa County; Jacquee Castain and Carlos Castellanos of Alameda County; Raphael Durr and Charles Rivasplata of Marin County; Gerald Rico of Napa County; James McGhee and Harvey Louie of San Francisco; Michael Lopez and Martin Nguyen of Santa Clara County; William Allen and Carlos Romero of San Mateo County; and Michael D'Augelli, Native American Representative.

Sheri Lad (San Mateo County) and Dawn Love (Low Income Representative) were excused.

MTC staff members in attendance were Catalina Alvarado, James Corless, Ellen Griffin, Pam Grove, Therese Knudsen, Georgia Lambert and Jennifer Yeaman. Christina Ungureanu, MTC Lifeline Transportation Program intern, was also present.

Also in attendance was Bob Planthold, MTC Advisory Council.

Meeting Minutes

The minutes from the May 13, 2008 meeting were approved with one abstention.

Chair's Report

Chair McGhee apologized for arriving late and stated he had attended various subcommittee and Advisory Council meetings in May. He reminded the committee that their annual report to the Commission is approaching, and stated he was proud of the subcommittee chairs' coordination and facilitation of meetings and MCAC members' attendance and hard work. He said the positive results and accomplishments need to be reported and thanked MTC staff members who have heard MCAC's recommendations and concerns and taken them forward. The issue of whether a committee vote can be taken after a quorum is established – whether or not there is a quorum at the time the vote is taken – was discussed. Chair McGhee stated both he and MTC staff researched the matter, and a quorum must be present during any vote. MTC staff agreed to supply supporting documentation to the committee regarding quorum and voting requirements.

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Subcommittee Reports

T2035 Equity Analysis: Subcommittee Chair Carlos Castellanos reported that the subcommittee met on May 29. There was a presentation from Lisa Klein on the project performance assessment for Transportation 2035. The assessment is still a work in progress and will look at cost-per-low-income-household-served. It isn't perfect, because it doesn't cover an exact way of measuring that impact, but the urban projects with more frequent stops seemed to be scoring better than the longer transit trip (more suburban). Mr. Castellanos said more time was spent on the follow-up of the equity analysis measures – one long-range plan and one short-term, more baseline approach. The committee approved five long-range measures – financial analysis of investments; accessibility to low-income jobs (Plan vs. no project); accessibility to household activities (Plan vs. no project); environmental effects (Plan vs. no project); and an affordability test measure (Plan vs. no project vs. base year). The third part of the agenda was looking at the short-range, snapshot analysis with four key elements (analyses of accessibility, affordability, safety and the effect on the environment). Because the majority of the meeting was spent discussing the project performance assessment and the long-range analysis, another meeting was scheduled for June 26 to continue the discussion of the short-term analysis. The committee accepted the Equity Analysis Subcommittee's report.

Joint Advisors Workshop: Several MCAC members attended the joint advisor workshop on June 5th. Chair McGhee said that, although a lot of work had been done to prepare for that meeting, there was some confusion in the delivery of the information. An additional joint advisors workshop will be scheduled soon to clarify any points. Mr. Castellanos mentioned that expanded Lifeline scenarios didn't seem to make it to the Commission. Mr. D'Augelli agreed. Bob Planthold, Advisory Council member, stated he had concerns over the Web survey content, as well as process concerns, including the fact that there is no money specifically mentioned for pedestrian programs. Mr. Allen requested the results from each of the Transportation 2035 public workshops held in May so that MCAC can properly represent the public. Mr. Romero suggested that MCAC discuss investment options/tradeoffs so that MCAC's position can be communicated quickly. Chair McGhee urged all MCAC members to attend the Planning Committee meeting this Friday, June 13, at 9 a.m. Catalina Alvarado mentioned that the Commission is not taking any action until July, and the Planning Committee will meet again on the second Friday of July. In response to Mr. Planthold's comments on the Web survey, Mr. Rubiano mentioned that statisticians could be hired to formulate questions and make efficient use of random sampling in surveys. Upon a suggestion from Mr. Allen that the Equity Analysis Subcommittee deal with these issues in depth, Mr. Castellanos responded that the Equity Analysis Subcommittee's mission is separate from the selection of projects to be funded in the T2035 Plan.

Legislative Update

Ellen Griffin, senior public information officer, provided an update on state and federal legislation affecting transportation. Ms. Griffin gave a brief update on some of the results of the June 3rd primary election. She also reported that June 15 is the constitutional deadline to pass the budget, but given the magnitude of the deficit, she doesn't anticipate any quick resolution. Governor

Legislative Update (Continued)

Schwarzenegger has proposed a diversion of \$1.4 billion in public transit funds to the general fund – and MTC is doing its best to fight this. AB 2376 would authorize Caltrans to establish an assistance program to train small business owners in how to get small business loans – it's passed the Assembly and is in the Senate awaiting a hearing now. Ms. Griffin went over the Legislative History included in the MCAC packet, commenting on other specific bills of interest.

Update on Community-Based Transportation Plans and Lifeline Transportation Program

Therese Knudsen, planner, provided an overview of the Community-Based Transportation Planning (CBTP) program and discussed the link to the Lifeline Transportation program, a funding program designed to implement some of the projects coming out of the community-based plans. Background information was contained in the packet. Out of the 43 identified communities of concern, 25 communities in Phase I have been allocated funding to complete the planning process. Contracts for the remaining 18 communities of concern are in process. MCAC members can get involved by attending meetings and/or being on the evaluation board for each county. Ms. Knudsen introduced Christina Ungureanu, Lifeline Transportation Program intern, who will help to coordinate site visits of some of the completed projects.

Mr. Rubiano said that \$262 million over 25 years doesn't sound like a whole lot for Lifeline and inquired about assumptions being made regarding fuel prices and the poverty level. Ms. Knudsen said that a couple of years ago there were no funds at all, and at every update to the RTP, funds will be checked. Sustainability of all the programs, and new, innovative projects, present a challenge and new funding sources are always being sought. Mr. Rubiano asked about an endowment for the funds. Mr. Allen asked about low-income and mobility options – where should MCAC be putting its energies? Ms. Knudsen said that MCAC can help to evaluate what Lifeline's goals are and whether those goals are being met. Mr. Allen also inquired about any possible program for mechanical repair of autos. Ms. Knudsen said that there was no funding in the last cycle on mechanical repair of autos, but it has been funded previously and there are cases where that is eligible.

Mr. Romero said that the \$262 million is a great start for Lifeline and that MCAC needs to collectively request more funding from the Commission. He asked how the CBTPs fit with Lifeline, or the needs of low-income communities, and how continuity for the communities can be achieved. He further commented that funding should be primarily for projects that are identified by a CBTP. Mr. Rivasplata mentioned the assessment of the bigger picture, rather than of specific projects. He asked how the bigger picture is to be evaluated, and what can be achieved with the money allotted. Ms. Knudsen said there are a number of indicators for performance measures for the projects. The evaluation of the projects will be shared with MCAC. How many projects are funded is one measure, too, but it will be a collective discussion to figure out if the right gaps are being plugged. Communities of concern are typically in concentrated locations within the region, but there are low-income people outside of those areas as well. This is why CBTPs can't be the only projects.

MCAC Report to the Commission and Work Plan

A draft of MCAC's 2007-2008 report to the Commission was distributed, which included the projects taken on by each of the subcommittees during the past year. Chair McGhee said audio files of the subcommittees' meetings could be made available if requested. Ms. Grove said the report of the past year's activities, along with next year's Work Plan, should be submitted at a fall Legislation Committee meeting (September or October). She asked that revisions and adjustments to the report be given to her in June so that a draft of the report and next year's Work Plan can be approved at MCAC's July meeting.

Mr. Rubiano brought up the subject of aligning MCAC's election of its officers with the Commission's appointments. He also urged MCAC to look at last year's Work Plan and discuss what was accomplished, then continue with ongoing projects in the new Work Plan. Mr. Allen and Chair McGhee agreed that MCAC should state its goals and what was accomplished. Mr. Rubiano said that since MCAC timelines are not synchronized with the Commission's, MCAC could present the Work Plan for whatever period the committee decides. Mr. Romero would also like to see goals and objectives synchronized. Mr. Rubiano also suggested that there be staggered MCAC terms to ensure that some experienced members remain on the committee.

Staff Report

Ms. Grove went over her staff report in the packet, and reminded everyone that MCAC's annual dinner would follow the meeting. Ms. Grove also reminded MCAC members about the High School Internship Orientation and lunch on June 17 from 9 a.m. to 12 p.m., and invited the committee to attend.

Adjournment

The meeting was adjourned at 5:23 p.m. The next meeting is scheduled for Tuesday, July 8, 2008, at 3:15 p.m.